

DSS ADMINISTRATIVE LETTER FAMILY SUPPORT AND CHILD WELFARE SERVICES # 01-06 WORK FIRST

TO: County Directors of Social Services

ATTENTION: Work First Supervisors

Program Integrity Supervisors

Date: January 10, 2006

**SUBJECT: Social Security Cost-of-Living Increase for 2006
(COLA)**

I. GENERAL INFORMATION

The purpose of this letter is to outline procedures for implementing the 2006 Social Security cost-of-living increase for Work First cases only. Effective January 1, 2006, recipients of Social Security (RSDI) and Supplemental Security Income (SSI) will receive a 4.1% cost-of-living increase (COLA) in the January 2006 payment. Since this will not be a State conducted mass change, counties will be required to add this increase in the income at the household's first change in situation, application or review on or after January 1, 2006.

II. IMPLEMENTATION PROCEDURES

A. Apply this policy to the next review, application, or change in situation on or after January 1, 2006. Do not key any new SSA/SSI increases prior to

January 1, 2006.

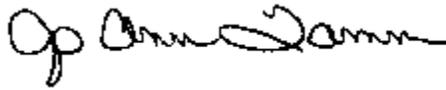
B. Verify the new amount of the household's SSA/SSI payments using the Online Verification System (OLV).

C. When the increase in SSA/SSI income is added at the household's first change in situation, application or review, no overpayment will exist for the prior months. If the increased income is not included in that first change in situation, application, or review, any overpayment that occurs in the following months is a county responsible overpayment and should not be charged to the household.

III. EFFECTIVE DATE

This policy is effective January 1, 2006. Should you need additional guidance, please contact your Work First Representative.

Sincerely,

A handwritten signature in black ink, appearing to read "Jo Ann Lamm". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Jo Ann Lamm, Chief

Family Support and Child Welfare Services
Section

JAL: sdm

CC: Pheon Beal

Sherry Bradsher

Sarah Barham

Jane Schwartz

Hank Bowers

Marjorie Morris

Local Business Liaisons

Family Support and Child Welfare Services Team Leaders

Work First Representatives

Family Support and Child Welfare Services Monitors

Children's Program Representatives